

RIPPAC Internship Guide – Summer 2025

Please complete and EMAIL to: RIPPAC@rowan.edu

Name of Company / Association / Organization _____ State of New Jersey/ District 23/
Assemblyman Erik Peterson _____

Internship Coordinator __Peggy Sweet_____ Coordinator's Phone / Email (908)
[238-0251/psweet@njleg.org](mailto:psweet@njleg.org) _____

Location of Main Office _28 Center Street, Clinton, NJ 08809 _____
of Summer 2025 Interns Accepted _____

Where will the internship be done?

___X___ In the main office _____ Remotely (student works from home) _____ Combo At-home &
In-Office

Dates / Length of Summer 2025 Internship _May 2025 – August
2025 _____ Required Hours/Week _____25 _____

Is there some type of salary or stipend? _____TBD_____ If so, how much?

What is the application process? *(Please include deadlines & other requirements. Feel free to attach additional pages)*

Intern work areas: Clerical ___X___ Research X___ Errands ___ Organizing ___

Please explain the work that will be required of the intern: Completing Spread Sheets, Writing letters
and research, _____

Will there be opportunities for the intern to observe:

Internal strategy sessions? _____ Legislative sessions? _X_____ Committee hearings?

Is the intern expected to work evenings and weekends? If so, please explain.

_NO_____

Do you have any suggestions for the applicants? (Please use additional pages if necessary)